



## YEAR 3 PARENT CONTRIBUTIONS 2022

Dear Parent/Carer

Clifton Hill Primary School is looking forward to another great year of teaching and learning and would like to advise you of Clifton Hill Primary School's voluntary financial contributions for 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to:

- Offer a wide range of subjects and special curriculum experiences such as two LOTE programs and a specialist Science program
- enhance digital learning opportunities
- operate a literacy intervention program in years P-2
- offer extension programs such as Tournament of Minds, Maths Olympiad and Maths extension teaching
- extensively resource our school library
- employ a school nurse 5 days per week
- employ a school psychologist 1 day per week
- purchase air purifiers for all rooms in the school (above and beyond those provided by the state government)
- upgrade the Wellington St playground

### **Annual Excursion Payment 2021**

As part of the school payments in 2021, many families chose to pay an upfront annual excursion payment for all excursions/incursions throughout the 2021 school year. Due to the COVID-19 restrictions, very few of the planned excursions/incursions for the 2021 year have taken place, and this has resulted in the school now holding a balance of unused excursion payments.

Given the unusual circumstances, the School Council has proposed that for those students where the 2021 Year 2 annual excursion payment had been paid, any unused balance will be carried over and used for Optional Year 3 incursions and excursions to be scheduled throughout 2022. Please note that if these funds are exhausted prior to the end of 2022, any additional excursions will need to be paid for as and when they occur. If you would prefer for the amount to be refunded, please email Di Henderson ([di.henderson@education.vic.gov.au](mailto:di.henderson@education.vic.gov.au)).

For families who paid the annual excursion payment for 2021 and are leaving CHPS at the end of 2022, any remaining balances of the excursion payment will be refunded. Please contact Di Henderson ([di.henderson@education.vic.gov.au](mailto:di.henderson@education.vic.gov.au)) if your child is leaving at the end of 2021 to organise the refund.



Please complete this form and return to the school with your contribution. We would appreciate contributions to be paid by 10th December 2021 or by 5th February 2022.

For further information on the Department's Parent Payments Policy please see a one-page overview attached.

Yours sincerely,

Brian Bird  
School Council President

Megan Smith  
Principal



Student Name: \_\_\_\_\_

Year Level 2022: \_\_\_\_\_

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount			Tick to indicate payment or amount to pay
Year Three classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper, A3 Cartridge paper, fine liners, graphite drawing pencils, water colours (\$45)</li> <li>• Mathematics – numeracy blocks, counters, writing books, scales, weights, measuring wheels, MABs (\$85)</li> <li>• English – book boxes, scissors, crayons, pencils, readers, writing books, textas, classroom library, posters/charts, decodables, novels (\$110)</li> <li>• Technology – Bee Bots, Spheros (\$30)</li> <li>• Sports – general equipment (\$40)</li> <li>• Integrated learning – lego, craft materials, , playdough, books, posters, etc (\$35)</li> <li>• Science – beakers, microscopes, testing papers, paper, building materials, weights (\$40)</li> </ul>	\$385			
Year Three Online Subscriptions <ul style="list-style-type: none"> <li>• Matific (\$15)</li> <li>• Essential Assessment (\$5)</li> <li>• See Saw (\$10)</li> </ul>	\$30			
Year Three photocopying of worksheets and learning materials	\$60			
Other Contributions - for non-curriculum items and activities	Suggest Contribution per family			Amount
Nurse Fund <sup>1</sup>	\$100	\$150	Other	
School Assistance Fund <sup>2</sup>	\$100	\$150	Other	
First aid equipment <sup>3</sup>	\$50	\$100	Other	
School grounds maintenance and improvements <sup>4</sup>	\$100	\$150	Other	



Tax deductible contributions <sup>5</sup>			
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$150	\$300	Other
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$150	\$300	Other
<b>Total Amount</b>	\$		

**Name in which you would like the tax deductible receipt:**

\_\_\_\_\_

**Educational items for students to own**

- Access to **AIM Student Portal for French learning** (\$10) – please contact [sophie.gammon@education.vic.gov.au](mailto:sophie.gammon@education.vic.gov.au) if you would like access to this portal. She will organise access and send you login details.

I would like to subscribe to the AIM Student Portal and agree to paying \$10 (French only)

**Extra-Curricular Items and Activities**

Clifton Hill Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. These are provided on a user-pays basis.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Optional Year Three Camp – Aireys Inlet Costs cover transport, accommodation, and food. This camp will take place in term 3. Payment is not required until detailed information is provided to families.	TBC (approx.. \$280)	
Optional Year Three incursions and excursions to be scheduled throughout the year	TBA as they occur via Compass (will not exceed \$200 in total across the year).	DO NOT PAY NOW



School Photos	\$TBA (paid directly to provider)	DO NOT PAY NOW
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

**Financial Support for Families**

Clifton Hill Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- A variety of payment options
- Support through the school assistance fund

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Megan Smith  
 Ph: 03 94898333 | Email: [megan.smith@education.vic.gov.au](mailto:megan.smith@education.vic.gov.au)

**Total**

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

**Payment methods**

Cash, Cheque, EFTPOS, Credit Card (Visa/Mastercard only) at the school office or direct to the School's official account (Account Details: BSB 633 000 ACCOUNT NUMBER: 136691037)



## Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

## Notes

<sup>1</sup> In the interest of student health and well-being the School employs a Registered Nurse who is based in the sick bay from 10am to 3:30pm, Monday to Friday. Whilst this contribution is voluntary, the payment of the Nurse Contribution by parents and carers enables the school to employ a registered nurse. The presence of a school nurse at a primary school is not mandatory but the benefits are available for all students.

<sup>2</sup> This fund is to provide support to any families at our school demonstrating financial hardship. Your contribution helps to ensure that all our students have the option of attending school camps and excursions and have the items they need for school.

<sup>3</sup> This contribution allows the school to purchase HEPA filters for air purifiers, carbon monoxide monitors for classrooms and first aid materials and equipment for the school.

<sup>4</sup> This contribution allows the school to employ personnel or buy materials to maintain the school grounds to a high standard. For example; purchasing tan bark in playground areas, repairing shade sails, replacing sand, painting poles, purchasing plants etc.

<sup>5</sup> This contribution is tax deductible. Clifton Hill Primary School has a strong history of families contributing to our two tax-deductible funds; Building and Library. These contributions have enabled us to provide a high level of student learning and teaching opportunities. Recent examples of how these funds have helped Clifton Hill Primary School become the school it is today are: building of glass wall in library to provide additional teaching space, replacement of windows, painting of classrooms, replacement of classroom air conditioners and upgrade of MPR audio system. To continue to provide students with such facilities/resources, we suggest that all families, who are in a position to do so, **donate \$300 to either of these funds**. In the past family donations have ranged up to \$10000.

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

#### Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.